

DDHC MEDICAL OUT PROCESSING OVERVIEW

- **Soldiers medically out process MON, TUES, THURS, FRI 0700-1200 hrs, and WED 1300-1530 hrs at DDHC**
- **All will start at Troop Immunizations, bldg 679**
 - **All Soldiers must be in a military uniform IAW Post Policy**
- **All out processing Soldiers will be screened for mandatory assessments and medical readiness requirements**
- **All out processing Soldiers will sign for their medical records**
- **Please start Medical Prep for out processing at least 2 weeks prior to final date**
- **Please start Retirement/ETS Physical exams at least 6 months prior to final date**

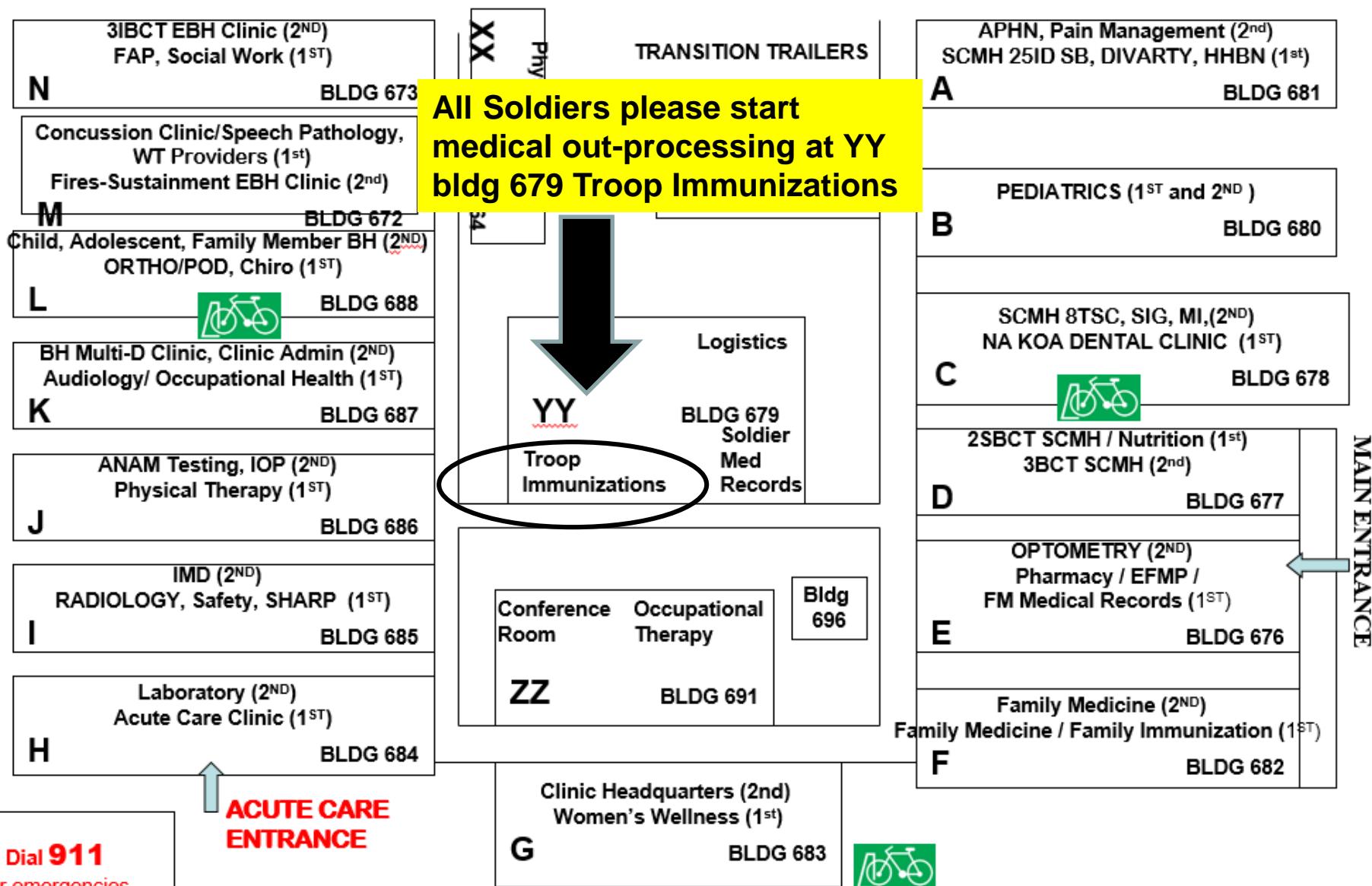
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**** Please see full slide set and further details at these AKO Links:**

<https://www.us.army.mil/suite/doc/48771821>

<https://www.us.army.mil/suite/doc/48771822>

DESMOND DOSS HEALTH CLINIC LAYOUT



DDHC MEDICAL OUT PROCESSING

- **All out processing Soldiers will be screened for the following mandatory assessments and medical readiness requirements**

ALL- Periodic Health Assessment (PHA)

ALL- Post Deployment Health Re-Assessment (PDHRA)

ALL Female Soldiers- Well Woman exam

ALL- Out-processing Behavioral Health checks

ALL- Separation History and Physical Examination (SHPE)

PCS/RC- Vision Readiness screening

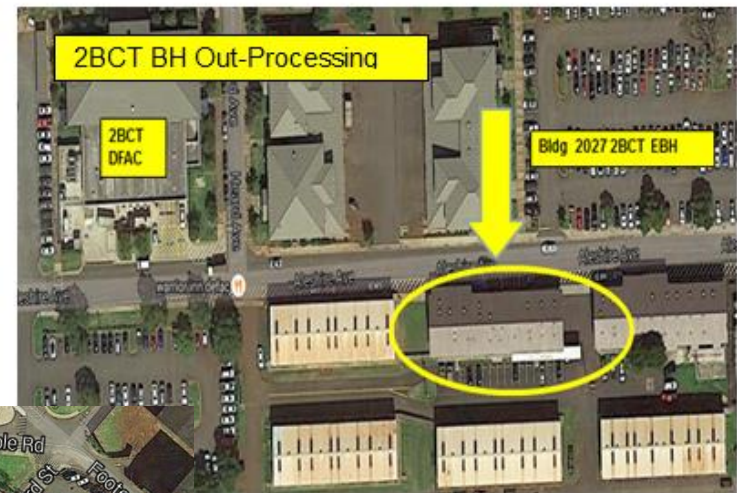
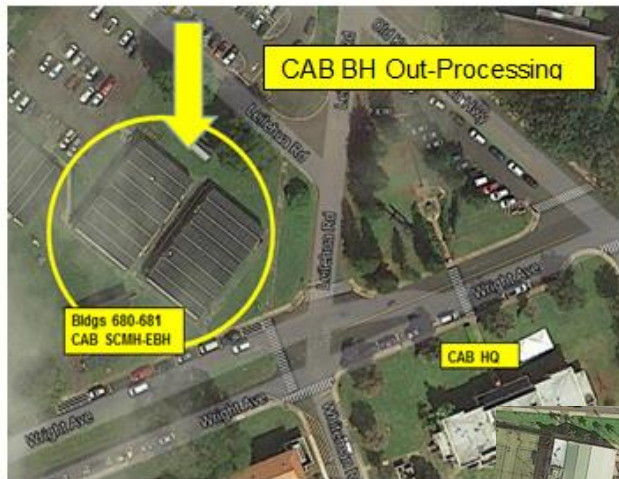
PCS/RC- Hearing test

PCS/RC- Routine Immunizations

PCS/RC- Readiness related lab requirements

DDHC MEDICAL BH OUT PROCESSING

- CAB SCMh and EBH are located on Wheeler Army Air Field bldgs 680-681, across from the CAB HQ
- 2BCT EBH located at bldg 2027, across from 2BCT DFAC
- 8TSC EBH located at bldg 556, next to Bowling Alley



DDHC MEDICAL OUT PROCESSING

End of overview

DDHC MEDICAL OUT PROCESSING

Master Out Processing Info Sheet

MEDICAL OUT-PROCESSING	PLEASE START 2 WEEKS PRIOR TO FINAL DATE	MON, TUES, THURS, FRI 0700-1200/ WED 1300-1530 at USAAH-SB		** PLEASE START RETIREMENT/ETS PHYSICALS MINIMUM 6 MONTHS PRIOR TO FINAL DATE
DDHC TROOP IMMUNIZATION	DDHC BLDG 679, IMMUNIZATIONS	0700-1200 M-TU-THUR-FRI; 1300-1530 WED	433-8800	ID/ORDER/CLEARING PAPERS. MUST HAVE "TMC" STAMP WHEN DONE
DDHC SOLDIER MEDICAL	DDHC BLDG 679, SOLDIER MED RECORDS	0700-1200 M-TU-THUR-FRI; 1300-1530 WED	433-8200	ID/ORDER/CLEARING PAPERS.
DDHC FAMILY MEDICAL RECORDS	DDHC BLDG 676, FAMILY MED RECORDS	0700-1200 M-TU-THUR-FRI; 1300-1530 WED	433-8443	ID/ORDER/CLEARING PAPERS.
BEHAVIORAL HEALTH CHECK	DDHC BLDG 679, IMMUNIZATIONS	0700-1200 M-TU-THUR-FRI; 1300-1530 WED	433-8800	ID/ORDER/CLEARING PAPERS.
SEPARATION HISTORY & PE (SHPE) - PHYSICALS EXAMS	DDHC BLDG 679, IMMUNIZATIONS	0700-1200 M-TU-THUR-FRI; 1300-1530 WED	433-8800	ID/ORDER/CLEARING PAPERS.
	IF SEPARATING THROUGH IDES / MED BOARD, SEE YOUR PEBLO	Mon-Fri 0700-1500	433-2539	ID/ORDERS/CLEARING PAPERS
POST DEPLOYMENT HEALTH REASSESSMENT (PDHRA)	DDHC BLDG 679, IMMUNIZATIONS	0700-1200 M-TU-THUR-FRI; 1300-1530 WED	433-8800	ID/ORDER/CLEARING PAPERS.
CAB MEDICAL and EBH OUT-PROCESSING	WAAF BLDGS 680-681 ACROSS FROM CAB HQ	0700-1200 M-TU-THUR-FRI; 1300-1530 WED	656-1628	ID/ORDER/CLEARING PAPERS.
8TSC BH OUT-PROCESSING	SCH BKS BLDG 556 NEXT TO BOWLING ALLEY	0700-1200 M-TU-THUR-FRI; 1300-1530 WED	655-8610	ID/ORDER/CLEARING PAPERS.
2BCT BH OUT-PROCESSING	SCH BKS BLDG 2027 ACROSS FROM 2BCT DFAC	0700-1200 M-TU-THUR-FRI; 1300-1530 WED	655-8984	ID/ORDER/CLEARING PAPERS.
TRICARE ENROLLMENT INFO	TRICARE ENROLLMENT INFO			1-888-874-9378 ** Sponsor/Family Members are responsible to complete a TRICARE Region transfer or PCM change upon arrival at new duty locations

DDHC MEDICAL OUT PROCESSING

Agency Info Sheet

							LOCATION	LOCATION	AO NORTH DOCUMENTS
INSTALLATION AGENCIES	clearance	Retirement	ETS	CHAPTER	PCS		MEDICAL AO NORTH Schofield Barracks, WAAF, HMR	DENTAL AO NORTH Schofield Barracks, WAAF, HMR	All Installation Activities require ID Card, Orders, and DA 137-2 and additional as below
START POINT FOR MEDICAL OUT-PROCESSING		X	X	X	X		DDHC BLDG 679, IMMUNIZATIONS 0700-1200 M-TU-THUR-FRI; 1300-1530 WED 433-8800		ID/ORDER/CLEARING PAPERS. MUST HAVE "TMC" STAMP WHEN DONE
SOLDIER MEDICAL RECORDS		X	X	X	X		DDHC BLDG 679, SOLDIER MED RECORDS TUES-1245-1500 FRI -0645-1145, 1245-1500 433-8200		ID/ORDER/CLEARING PAPERS.
FAMILY MEDICAL RECORDS		X	X	X	X		DDHC BLDG 676, FAMILY MED RECORDS 0700-1200 M-TU-THUR-FRI; 1300-1530 WED 433-8443		ID/ORDER/CLEARING PAPERS.
PDHRA CHECK		X	X	X	X		DDHC BLDG 679, IMMUNIZATIONS 0700-1200 M-TU-THUR-FRI; 1300-1530 WED 433-8800		ID/ORDER/CLEARING PAPERS.
SEPARATION HEALTH PHYSICAL EXAM (SHPE)		X	X	X	X		DDHC BLDG 679, IMMUNIZATIONS 0700-1200 M-TU-THUR-FRI; 1300-1530 WED 433-8800		ID/ORDER/CLEARING PAPERS.
BEHAVIORAL HEALTH CHECK		X	X	X	X		DDHC BLDG 679, IMMUNIZATIONS TUES-1300-1600, FRI -0700-1200, 1300-1600		ID/ORDER/CLEARING PAPERS.
CAB MEDICAL and BH OUT-PROCESSING		X	X	X	X		WAAF BLDGS 680-681 ACROSS FROM CAB HQ 0700-1200 M-TU-THUR-FRI; 1300-1530 WED 656-1628		ID/ORDER/CLEARING PAPERS.
2BCT BH OUT-PROCESSING		X	X	X	X		SCH BKS BLDG 2027 ACROSS FROM 2BCT DFAC 0700-1200 M-TU-THUR-FRI 1300-1530 WED 655-8984		ID/ORDER/CLEARING PAPERS.
8TSC BH OUT-PROCESSING		X	X	X	X		SCH BKS BLDG 556 NEXT TO BOWLING ALLEY 0700-1200 M-TU-THUR-FRI 1300-1530 WED 655-8610		ID/ORDER/CLEARING PAPERS.
TRICARE ENROLLMENT INFO		X	X	X	X		1-888-874-9378 ** Sponsor/Family Members are responsible to complete a TRICARE Region transfer or PCM change upon arrival at new duty locations		N/A
START POINT FOR DENTAL OUT-PROCESSING							BLDG 660 M-F 0715-1615 433-8901/2/3/4/5		P/U DENTAL RECORDS

DDHC MEDICAL OUT PROCESSING

- **SOLDIER MEDICAL RECORDS OUT PROCESSING**
- **Soldiers must provided 1 copy of orders for the medical records (MEDREC) to be shipped**
- **ETS-Retirement Soldiers must sign out dental records and turn in when out processing medical records**
 - **MON, TUES, THURS, FRI 0700-1200 hrs, and WED 1300-1530 hrs at Bldg 679.**

DDHC MEDICAL OUT PROCESSING

- **FAMILY MEMBER MEDICAL RECORDS OUT PROCESSING**
- **Soldiers with Family members (FM) must provide 1 copy of orders with FM names shown for the FM medical records to be shipped**
 - **DDHC MON, TUES, THURS, FRI 0700-1200 hrs, and WED 1300-1530 hrs at Bldg 676.**
 - **Completed and signed Family Member Medical Record request.**
 - **Soldier must have ID Card of Spouse and FMs 18 yrs/older at time of MEDREC pick up.**

DDHC MEDICAL OUT PROCESSING

- **TRICARE Transferring to a new duty station**

It is the Sponsor/Family Members responsibility to complete a TRICARE Region transfer or PCM change upon arrival at new duty locations. If Sponsor/Family members have questions they should call TRIWEST @ 1-888-874-9378

TRICARE Info for ETS and Retirements are part of the DHR Separation Briefings

DDHC MEDICAL OUT PROCESSING

- **TRICARE Info Sheet**



Microsoft Word
Document

Separation History and Physical Examination (SHPE)

**US Army Health Clinic Schofield
Barracks (DDHC)
Patient Administration Division (PAD)**

Is SHPE mandatory?

Yes!

- **Active Duty Soldiers**
- **Reserve Component Soldiers who have served on active duty for more than 180 days or more**
- **If you do not have a completed SHPE, DDHC staff cannot sign off on your clearance papers when you out process**

Why is SHPE mandatory?

- **Per HQDA EXORD 162-15- To provide Soldiers with enough time prior to separation so the VA has the completed exam if a Soldier plans to file for VA Disability**
- **To provide a single separation examination that supports the VA disability compensation program and the DoD mandatory separation history and physical examination.**
- **Ref: HQDA EXORD 162-15 Separation History and Physical Examination, Directive-type Memo (DTM) 14-006 SHPE**

When must I complete my SHPE?

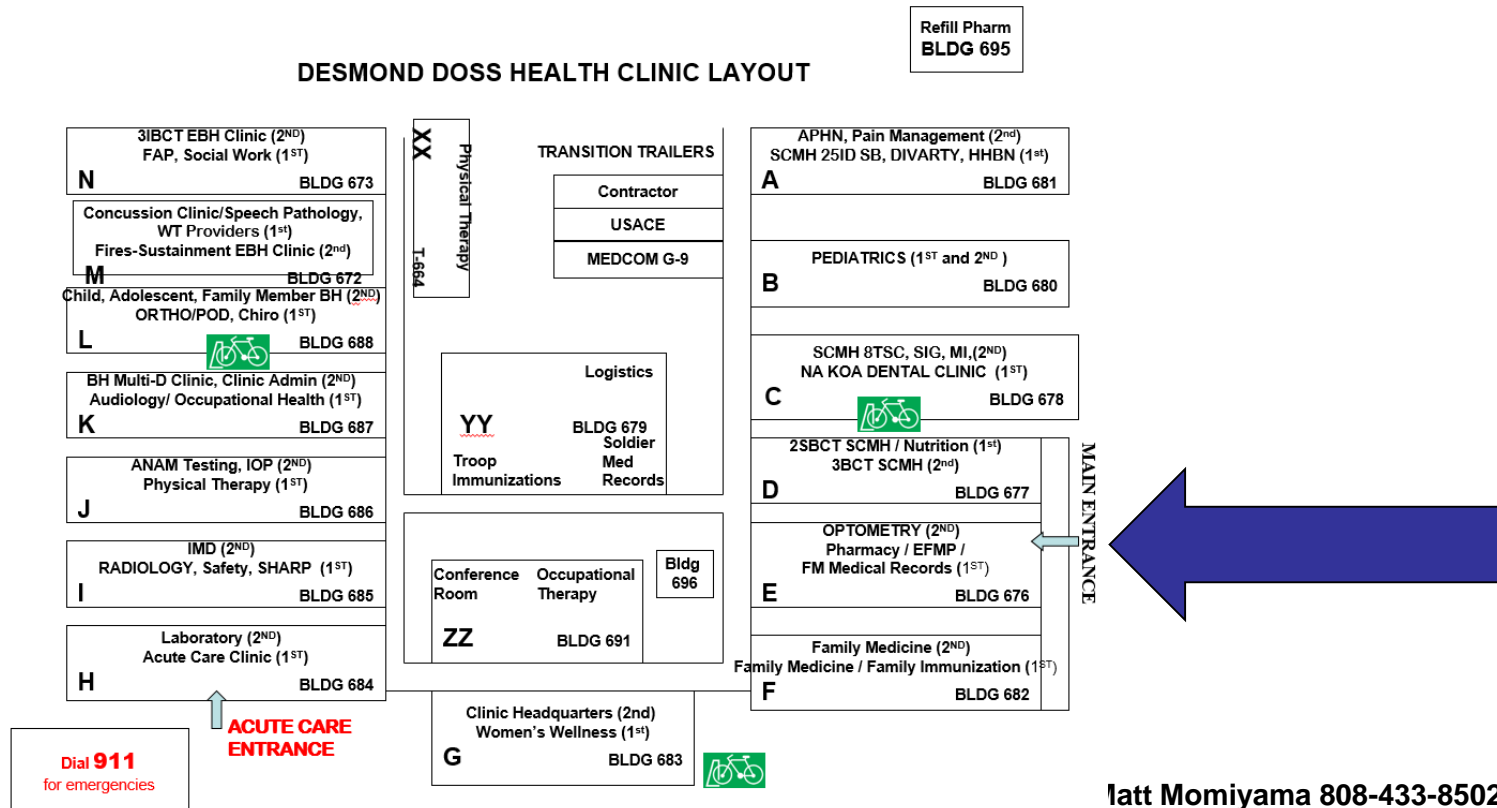
- **SHPE must be completed within 180 days prior to separation date**
- **VA needs minimum 30-90 days to process the exam (sooner is better than later)**
- **Soldiers that do not start the SHPE process until less than 30 days prior to separation will likely not be able to utilize the VA for the exam, and must utilize their assigned SCMH**

Documents needed for VA SHPE

- **VA Form 21-526EZ “Application for Disability Compensation”**
- **Submit a copy of your Service Treatment Medical Records**
- **Complete, sign, and submit DD Form 2807-1, “Report of Medical History**
- **VA will schedule an exam to evaluate claimed conditions**

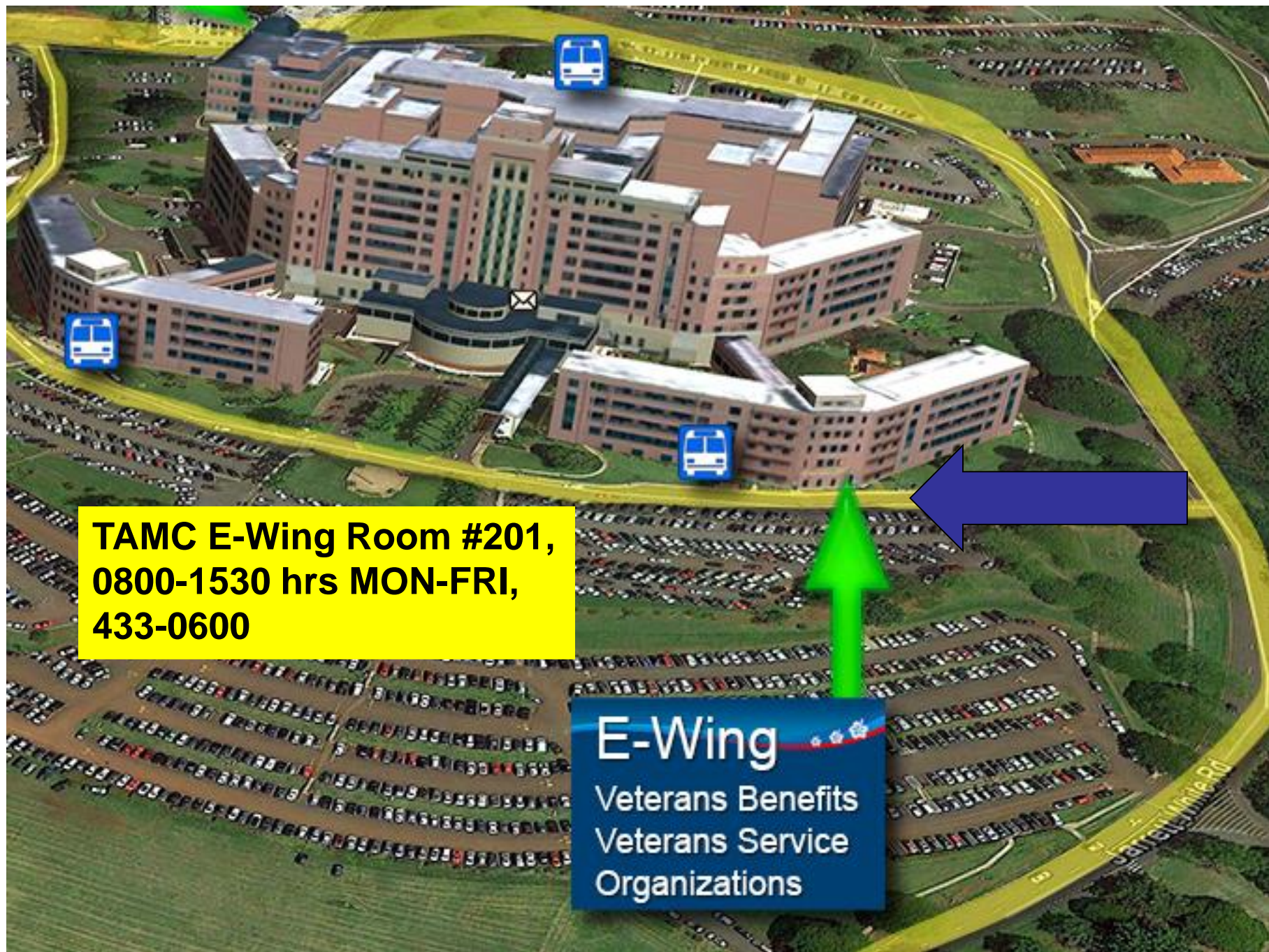
How do I schedule my VA SHPE?

- Please call DDHC PAD Chief at 808-433-8445
- DDHC Bldg 676 1st floor, rm 119 or 117



Can I walk in at the VA for my SHPE?

- **Yes! Walk ins welcome at Veterans Benefits Administration**
- **TAMC E-Wing Room #201, 0800-1530 hrs
MON-FRI, 433-0600**
- **Request a copy of your records be made at
DDHC 1 day prior to visit to VA**
- **Bring your medical records with you to VA**
- **Bring the completed physical forms when
you start medical out-processing**



**TAMC E-Wing Room #201,
0800-1530 hrs MON-FRI,
433-0600**

E-Wing
Veterans Benefits
Veterans Service
Organizations

Where can I complete my SHPE if I waited too long and now I'm clearing?

Soldier Centered Medical Home (SCMH) Locations

- **2SBCT bldg 677 first floor 433-8210**
- **3BCT, bldg 677 second floor 433-8276**
- **CAB-AVN bldg 678 second floor 433-8401**
- **25ID DIVARTY, 25ID SUST BDE, 25ID HHBN, 25th ID
2-11 FA, 25th ID 3-7 FA bldg 681 first floor 433-8475**
- **8 MP BDE, 130 ENG BDE, 500 MI BDE, 30 & 307 SIG
BN's, ARNG, USAR bldg 681 second floor 433-8475**

Who scans my SHPE into my electronic medical record?

- **For SHPE completed at VA bring the forms with you when you start medical out-processing, deliver to PAD staff for scanning into electronic medical record**
- **For SHPE completed at SCMH, SCMH staff scans into electronic medical record**

Soldier Centered Medical Home (SCMH) Locations

2IBCT

D BLDG 677, 1st floor, 433-8210

CAB-AVN

** Wheeler Army Air Field BLDG 680-681 across from CAB HQ
656-1628

3IBCT

D BLDG 677, 2nd floor, 433-8276

25ID DIVARTY, 25ID SUST BDE, 25ID HHBN

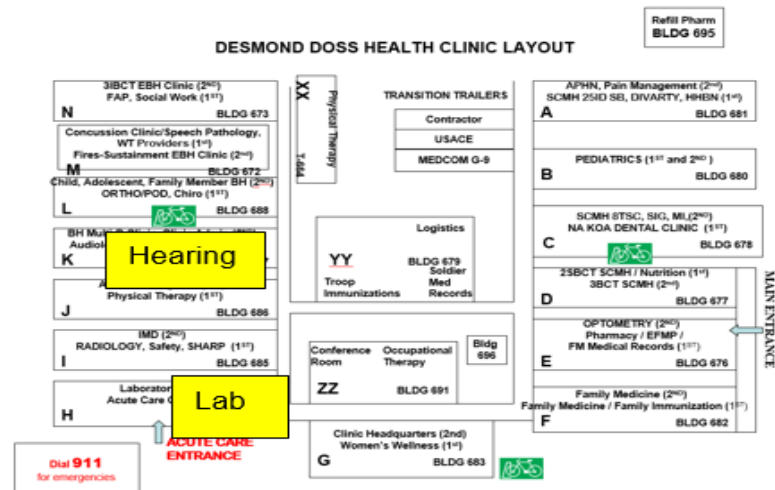
A BLDG 681, 1st floor, 433-8475

8 MP BDE, 130 ENG BDE, 500 MI BDE, 30 & 307 SIG BN's,

ARNG, USAR

C BLDG 681, 2nd floor, 433-8229

SCMH Map



SHPE questions?

- Please call DDHC PAD Chief at 808-433-8445
- DDHC Bldg 676 1st floor, rm 119 or 117

